

**IT IS THE VENDOR'S RESPONSIBILITY TO CHECK FOR
ADDENDUMS PRIOR TO SUBMITTING PROPOSALS**

REQUEST FOR PROPOSALS

SPECIFICATION NO. 03-020

The City of Lincoln, Nebraska intends to contract for and invites you to submit a sealed proposal for professional engineering services related to the projects listed and described below:

**SALT VALLEY RELIEF TRUNK SEWER - Phases III b. & IV
AND
BEALS SLOUGH RELIEF TRUNK SEWER - Phases I & II
FOR THE
LINCOLN WASTEWATER SYSTEM**

Sealed proposals will be received by the City of Lincoln, Nebraska on or before 12:00 noon, Wednesday, January 29, 2003, in the office of the Purchasing Agent, located at Suite 200, K Street Complex, 440 South 8 Street, Lincoln, Nebraska, 68508. Proposals will be publicly opened, reading only the names of those submitting proposals, at the K Street Complex. Proposal fees will not be disclosed while proposals are being opened.

A copy of the request for proposal may be obtained from the Purchasing Division at the address listed above, telephone: 402-441-7410.

All communications relative to this work prior to the opening of the proposals shall be directed to the Project Selection Committee Chair, Gary Brandt, Utilities Coordinator, telephone: 402-441-7968.

Submitter should take caution if U.S. mail or mail delivery services are used for the submission of proposals. Mailing should be made in sufficient time for proposals to arrive in the Purchasing Division prior to the time and date specified above.

INSURANCE CLAUSE TO BE USED FOR ALL CITY CONTRACTS

The Contractor shall indemnify and save harmless the City of Lincoln, Nebraska from and against all losses, claims, damages, and expenses, including attorney's fees, arising out of or resulting from the performance of the contract that results in bodily injury, sickness, disease, death, or to injury to or destruction of tangible property, including the loss of use resulting therefrom and is caused in whole or in part by the Contractor, any subcontractor, any directly or indirectly employed by any of them or anyone for whose acts any of them may be liable. This section will not require the Contractor to indemnify or hold harmless the City of Lincoln for any losses, claims, damages, and expenses arising out of or resulting from the negligence of the City of Lincoln, Nebraska.

Contractor shall not commence work under this contract until he has obtained all insurance required under this Section and such insurance has been approved by the City Attorney for the City of Lincoln, nor shall the Contractor allow any sub-contractor to commence work on his subcontract until all similar insurance required of the sub-contractor has been so obtained and approved.

A. Worker's Compensation Insurance and Employer's Liability Insurance

The Contractor shall take out and maintain during the life of this contract the applicable statutory Worker's Compensation Insurance with an insurance company authorized to write such insurance in this state covering all his employees, and in the case of any work sublet, the Contractor shall require the subcontractor similarly to provide statutory Worker's Compensation Insurance for the latter's employees. The Contractor shall take out and maintain during the life of this contract, Employer's Liability Insurance with a limit of \$100,000 in an insurance company authorized to write such insurance in all states where the Contractor will have employees located in the performance of this contract, and the Contractor shall require each of his subcontractors similarly to maintain common law liability insurance on his employees.

State	Statutory
Applicable Federal	Statutory
Employer's Liability	\$100,000

B. General Liability Insurance

1. The Contractor shall maintain during the life of this contract, General Liability Insurance, naming and protecting him and the City of Lincoln, its officials, employees and volunteers as insured, against claims for damages resulting from (a) bodily injury, including wrongful death, (b) personal injury liability, and (c) property damage which may arise from operations under this contract whether such operations be by himself or by any subcontractor or anyone directly or indirectly employed by either of them. The minimum acceptable limits of liability to be provided by such insurance shall be as follows:

A. Bodily Injury/Property Damage	\$1,000,000 each Occurrence
	\$2,000,000 Aggregate
B. Personal Injury Damage	\$1,000,000 each Occurrence
C. Contractual Liability	\$1,000,000 each Occurrence
D. Products Liability & Completed Operations	\$1,000,000 each Occurrence

2. The General Liability Insurance required by the preceding paragraph shall include the following extensions of coverage:
- (a) The coverage shall be provided under a Commercial General Liability form or similar thereto.
 - (b) X.C.U. Coverage - if the contract requires any work procedures involving blasting, excavating, tunneling or other underground work, the liability coverage shall include Standard Blasting or Explosion Coverage, Standard Collapse Coverage, and Standard Underground Coverage commonly referred to as XCU Property Damage Liability.
 - (c) The property damage coverage shall include a Broad Form Property Damage Endorsement or similar thereto.
 - (d) Contractual Liability coverage shall be included.
 - (e) Products Liability and/or Completed Operations coverage shall be included.
 - (f) Personal Injury Liability coverage shall be included.

C. Automobile Liability Insurance

The Contractor shall take out and maintain during the life of the contract such Automobile Liability Insurance as shall protect him against claims for damages resulting from bodily injury, including wrongful death, and property damage which may arise from the operations of any owned, hired, or non-owned automobiles used by or for him in any capacity in connection with the carrying out of this contract. The minimum acceptable limits of liability to be provided by such Automobile Liability Insurance shall be as follows:

Bodily Injury and Property Damage \$1,000,000 Combined Single Limit

D. Builder's Risk Insurance (For Building Construction Contracts Only)

Unless otherwise specified where buildings are to be constructed under this contract, the Contractor shall provide and maintain fire, extended coverage, vandalism, and malicious mischief insurance, covering such building in an amount equal to one-hundred percent (100%) of the contract amount (minimum), as specified herein.

Losses, if any, shall be made payable to the City of Lincoln and Contractor as their interest may appear. A Certificate of Insurance evidencing such insurance coverage shall be filed with the City of Lincoln by the time work on the building begins and such insurance shall be subjected to the approval of the City Attorney.

E. Minimum Scope of Insurance

All Liability Insurance policies shall be written on an "occurrence" basis only. All insurance coverage are to be placed with insurers authorized to do business in the State of Nebraska and must be placed with an insurer that has an A.M. Best's Rating of no less than A:VII unless specific approval has been granted by the City of Lincoln.

F. Certificate of Insurance

All certificates of insurance shall be filed with the City of Lincoln on the standard ACCORD CERTIFICATE OF INSURANCE form showing the specific limits of insurance coverage required by the preceding Sections A, B, C, D, and showing the City of Lincoln as an additional insured. Such certificate shall specifically state that insurance policies are to be endorsed to require the insurer to provide the City of Lincoln thirty days, notice of cancellation, non-renewal or any material reduction of insurance coverage.

**REQUEST FOR PROPOSALS
SPECIFICATION NO. 02-020**

**SALT VALLEY RELIEF TRUNK SEWER -
Phases III.b., & IV, Project No's 502453 & 502454.
AND
BEALS SLOUGH RELIEF TRUNK SEWER -
Phases I & II, Project No's 700925 & 700926.**

**FOR THE
LINCOLN WASTEWATER SYSTEM**

1 PURPOSE AND INTENT

- 1.1 In general, the City intends to retain a professional engineering firm to provide normal and customary basic engineering design and construction phase services for the above mentioned projects.
- 1.2 The general requirements and intent of the Salt Valley Relief Trunk Sewer - Phases III b. & IV are to:
 - 1.2.1 Provide a final design including bidding assistance and basic construction phase services for construction of the relief trunk sewer from the end of Phase III a. at approximately 4th and 'Rose' St., south along the 4th St. Corridor and abandoned Union Pacific railroad tracks to approx. So. 14th and Hwy #2 to connect to the existing and proposed Beals Slough Relief Sewers.
 - 1.2.2 The preliminary sizes of the sewer for these phases ranges from 60" to 54" in diameter and final detailed routing, sizing and grades will be required.
 - 1.2.3 Identify and develop any additional phasing plans for the two phases to: meet specific scheduling requirements; to minimize disruption to the community and traveling public; and, to meet funding and budgetary levels.
- 1.3 The general requirements and intent of the Beals Slough Relief Trunk Sewer - Phases I & II are to:
 - 1.3.1 Review and evaluate the preliminary routing, sizing, alternatives and conclusions of the previous preliminary design study and report for Phases I and II of the relief sewer from the proposed connection to the Salt Valley Relief Sewer, Ph. IV, at 14th & Hwy. #2 southeasterly along Hwy # 2 to approximately So. 27th and Hwy #2. (Phase I) and then to So. 56th St. & Hwy #2 (Phase II).
 - 1.3.2 Perform preliminary routing, ROW and easement descriptions, and design engineering as described in this RFP for both Phase I and II and provide final report of such preliminary designs and routing.
 - 1.3.3 Provide a final design including bidding assistance and basic construction phase services for construction of Phase I of the relief trunk from approx. 14th & Hwy #2 to So. 27th & Hwy #2.
 - 1.3.4 The preliminary sizes for these phases range from 36" to 54" in diameter.
 - 1.3.5 Final detailed routing, written ROW and easement descriptions, sizing and grades will be required.
 - 1.3.6 Identify and develop any additional phasing plans for the two phases to: meet specific scheduling requirements; to minimize disruption to the community and traveling public; and, to meet funding and budgetary levels.
- 1.4 The contract or contracts for services would be as follows.
 - 1.4.1 Salt Valley Relief Sewer - Final Design, bidding assistance and basic construction phase services for Phases III & IV.
 - 1.4.2 Beals Slough Relief Sewer - Preliminary design services for Phases I & II, and final

- design, bidding assistance and basic construction phase services for Phase I only.
- 1.4.3 The City reserves the right to select one or more than one firm for the described work.
- 1.4.4 Future Projects and Services for Phase V of the Salt Valley Relief Trunk, (end of Phase IV south to Old Cheney to connect to the existing 48" Upper Southeast Salt Creek Trunk and Phase II of the Beals Slough Relief Sewer Project.
 - 1.4.4.1 Based on the performance of the selected firm or firms for the initial design's for the noted projects, the City reserves the right to negotiate with the selected firm for further design and construction services for the remaining Phases of the Relief Trunk Sewer's.
 - 1.4.4.2 It is assumed that the fees submitted for the initial phases of the described projects will be in line for the future remaining phases.

2 **GENERAL AND BACKGROUND**

2.1 **Salt Valley Relief Trunk Sewer**

- 2.1.1 Preliminary sizing and routing of the Salt Valley Relief Sewer is described in the Salt Valley Trunk Relief Sewer Improvements, Phases I. through V., Final Report of September, 1998, by Montgomery Watson, of Denver, Colorado and subsequent designs and construction of Phases I thru III a.
- 2.1.2 This Relief Trunk Sewer was identified as a phased project that would begin at the Theresa Street Treatment Facility and progress toward the upper parts of the Salt Creek Basin to approximately Old Cheney Road and Salt Creek where it would connect with the Upper Southeast Salt Creek Trunk Sewer and the existing and proposed Phase I of the Beals Slough Trunk Sewer project described herein.
- 2.1.3 Phases I thru II.a., from the Theresa Street Treatment Facility along Salt Creek to approximately 3rd and West Vine Street extended in Haymarket Park have been completed and are operational.
- 2.1.4 Phase II. b & III a., from the end of Phase II.a. to approximately 4th and 'Rose St., is currently under design with construction scheduled to begin in the 2nd quarter of 2003.
- 2.1.5 Preliminary routing, sizing and preliminary design of Phases III b. thru V has been conducted and some work has occurred including preliminary environmental & geo-technical investigations, property acquisition and easements for these phases along the 4th St. corridor and recently abandoned UPRR track ROW which the City has acquired.

2.2 **Beals Slough Relief Trunk Sewer**

- 2.2.1 Final Report, Salt Valley Trunk Relief Sewer Improvements, Phases I. through V., September, 1998 & latest updates, Montgomery Watson, Denver, Colorado.
- 2.2.2 The Beals Slough Relief Trunk Sewer was identified as a two phased project that would begin at the end of Phase IV of the Salt Valley Relief Sewer at approx. S. 14th & Nebr. Hwy #2 and progress up the Beals Slough Basin to approx. 56th ^& Hwy. #2.
- 2.2.3 Final routing and sizing of the this relief sewer has not been completed.

3 **AVAILABLE INFORMATION**

- 3.1 Previous reports, studies, records, and other pertinent informational documents relating to this Project are available for review.
- 3.2 The information is available for review at the offices of the Lincoln Wastewater System, 2400 Theresa Street, Lincoln, Nebraska.
- 3.3 Copies may be furnished for the cost of reproduction, handling, and mailing unless otherwise noted below.
- 3.4 Contact the Project Selection Committee Chair to review or obtain copies.
- 3.5 The following is a selected list of the most applicable documents.
 - 3.5.1 Final Report, Salt Valley Trunk Relief Sewer Improvements, Phases I. through V., September, 1998 & latest updates, Montgomery Watson, Denver, Colorado.

- 3.5.2 Pertinent construction documents, record drawings, reports, topographic surveys, etc., for construction of previous Phases of the pertinent Relief Trunk Sewer's.
- 3.5.3 Latest edition of "Capital Improvements Program, for Department of Public Works and Utilities, Wastewater Division, City of Lincoln, 2002, which is available on Lincoln's web site.

4 PRELIMINARY DESIGN AND ROUTING EVALUATION SERVICES - APPLIES ONLY TO BEALS

SLOUGH RELIEF TRUNK SEWER - PHASES I AND II

- 4.1 Initially meet with City project team to review the scope of required services, design criteria and expectations, obtain background information, and establish tentative schedule for completion.
- 4.2 Prepare a preliminary design memorandum which defines in detail the Consultant's and City's mutually agreed understanding of project scope, objectives and scheduled including budgetary information. Meet with City staff to review the memorandum for each project.
- 4.3 Review related and pertinent project information including previous project correspondence, preliminary routing and sizing study and other related information.
- 4.4 Coordinate and meet with City project team and affected property owners/representatives along the proposed route of the sewer to review the tentative scope of the project, constraints, routing, and special concerns regarding overall project and service in the Basin.
- 4.5 Perform necessary field investigations, review of existing and previous construction and related data collection including: performing preliminary topographic and geo-technical surveys along the general corridor of proposed route; developing a preliminary profile for the sewer; identifying potential surface and underground conflicts; and' determining any impacts to feasible and practical alternatives for construction of the relief trunk sewer.
 - 4.5.1 Possible alternatives for consideration and evaluation include:
 - 4.5.1.1 Paralleling of the existing trunk sewer with lines of similar size and grades.
 - 4.5.1.2 Increasing the size of the existing sewer by various methods such as pipe bursting of the existing sewer in place at various locations to meet future capacity requirements.
 - 4.5.1.3 Paralleling the existing trunk sewer with a larger size sewer at a lesser depth of bury than the existing sewer.
 - 4.5.1.4 Other feasible and practical alternatives including any combination of the above to meet future capacity needs.
 - 4.5.1.5 Reviewing and evaluating use of trenchless technologies and/or traditional open cut methods to construct such feasible alternatives.
- 4.6 Perform hydraulic calculations and evaluations to verify and determine sizes of proposed sewers required to transport future estimated flows and develop resultant computerized hydraulic flow models, including flow and resultant profiles for the existing and proposed relief trunk sewer system.
- 4.7 Review previous studies and designs and perform preliminary designs and evaluations to determine the most cost effective, feasible alternatives for the routing of the proposed relief sewer, including:
 - 4.7.1 Preparing preliminary alignment, profile sketches and drawings.
 - 4.7.2 Providing cost evaluations and total project estimates for the alternatives.
- 4.8 Prepare a report with executive summary summarizing the preliminary design and routing findings, evaluation of alternatives, conclusions, phasing and implementation plan, alignment and profile drawings, computerized hydraulic flow model calculations, etc. and recommendation for the most feasible alternative for final design for Phase I construction.
 - 4.8.1 Final design and routing of Phase I must be compatible with future improvements for the remainder of the Beals Slough Relief Trunk Sewer.
- 4.9 Submit five (5) printed copies and one computerized copy of preliminary design report and evaluations documents (on CD Rom media) and meet with City project team to present and review the preliminary design documents.

**5 FINAL DESIGN, BIDDING ASSISTANCE AND BASIC CONSTRUCTION PHASE SERVICES -
APPLIES TO SALT VALLEY PHASES III B. & IV AND BEALS SLOUGH PHASE I**

- 5.1 Initially meet with City project team to review the scope of required services, design criteria and expectations, obtain background information, and establish schedule for completion.
- 5.2 Review related and pertinent project information including previous project correspondence, previous routing and design reports, and other related information.
- 5.3 Perform necessary initial field investigations, review of existing and previous phases of construction as it applies to the projects, and related data collection including review of profile for sewer alignment and connection to previous construction, pipe materials, identifying potential surface and underground conflicts, and determining any impacts to feasible and practical alternatives for construction of the relief trunk sewer's.
- 5.4 Coordinate and meet with City project team and affected property owners/representatives, as necessary and requested, to review the tentative scope of the project, constraints, routing, and special concerns regarding overall project and service along the sewer.
- 5.5 Prepare final design memorandums for construction including: meeting with City project team, final design parameters and plan sketches, methods of construction and constructability, phasing, time schedules for completing design work, and revised estimates of total project cost.
- 5.6 Submit five (5) printed copies and one computerized copy of final design memorandum (on CD Rom media) and meet with City project team to present and review memorandum.
- 5.7 Perform necessary detailed topographic surveys, geo-technical investigations, and evaluations along the route as required for final design's.
- 5.8 Prepare and write permanent and temporary easement descriptions for routing to provide for use in acquiring necessary rights-of-ways and easements for contracting, including performing necessary field topographic surveys, legal investigations, and other studies as necessary for use by the City.
- 5.9 Perform hydraulic calculations and evaluations to verify and determine sizes of proposed Relief Trunk Sewers required to transport future estimated flows.
- 5.10 Prepare all applications for Federal, State, and local permits that may be required for construction, including highways, railroads, wetlands, 404 permits, storm water permits, well monitoring permits, Nebraska NDEQ construction permits, etc., where required and insure that all designs and data provided are sufficient for City to submit and to receive such permits or agreements.
- 5.11 Meet with City project team and other representatives at 30%, 70%, and 90% design completion stages to review progress and status of design's, including updated estimates of construction cost.
- 5.12 Coordinating field plan-in-hand review of final design with City project team and other representatives.
- 5.13 Prepare and submit detailed final design drawings, technical specifications, and contract documents for bidding and construction, including estimates of construction and total project costs.
- 5.14 Final design documents shall be prepared in computerized word processing (WordPerfect) and CAD (Bentley/Intergraph Microstation) versions and file formats acceptable to the City.
- 5.15 Submit five (5) printed copies and one computerized copy of final design documents (on CD Rom media) and meet with City project team to present and review final design documents.

6 BIDDING ASSISTANCE SERVICES

- 6.1 Assist City in obtaining bids for construction, including: reproducing construction documents and drawings, answering technical questions from prospective bidders, conducting pre-bidding conferences, preparing necessary bid addenda, reviewing and evaluating bids received, and recommending award of contract for construction.

7 BASIC CONSTRUCTION PHASE SERVICES

- 7.1 Perform normal and customary basic engineering and construction management services during construction.
- 7.2 Conducting pre-construction and monthly construction progress meetings including: recording and submitting minutes of meetings, and reviewing project status and budget reports.
- 7.3 Reviewing and approving all contractor submittals and shop drawings for conformance with contract documents and processing and certifying all contractor requests for payment.
- 7.4 Preparing and processing all necessary construction contract change order justifications and related changes to contract documents, as may be necessary.
- 7.5 Conducting periodic field inspections during construction and final inspection to certify that construction is complete and complies with all contract documents and permits.
- 7.6 Coordinating and/or performing initial start-up and training services required and assembling operational and maintenance manuals for equipment and other related items for the constructed project.
- 7.7 Preparing and providing Mylar reproducible sets of record drawings and CAD compatible drawing files suitable for transfer to the City's computerized engineering and mapping (CEIS) system.
- 7.8 Performing 6-month and 11-month warranty inspections of completed construction to certify compliance with all contract document warranty requirements and review operations for conformance to design. Conducting operational review and training sessions as requested and submit written inspection reports.

8 OTHER SERVICES.

- 8.1 Other services, such as construction observation and inspection, during the construction phase will be solely at the City's discretion.
- 8.2 Continuation of these services will be dependent upon the need and the design firm's performance and willingness to negotiate a fair and reasonable contract for such additional work.

9 OWNER'S RESPONSIBILITIES

- 9.1 Designate project representative and City project team to coordinate work activities of City project team, Consultant, and other affected agencies.
- 9.2 Provide pertinent historical, current, and projected flow and growth data for use by interested firms.
- 9.3 Make all policy and budgetary decisions so as to allow timely completion of the work.
- 9.4 Supply pertinent existing drawings, records, and available information.
- 9.5 Supply all field books, survey, and diary books for recording data.
- 9.6 Coordinate work with other City agencies to incorporate designs into and update Wastewater Facilities Plan and Lincoln-Lancaster County Comprehensive Plan as required.
- 9.7 Coordinate, arrange, and conduct meetings with representatives of affected property owners along the selected routes as required for completing the work.
- 9.8 Perform and conduct all necessary negotiations for acquisition of land, property, right-of-way and easements required for the Project.
- 9.9 Conduct related advertising, bidding, and award process for the construction contract(s).

10 PROJECT SCHEDULES

- 10.1 Salt Valley Relief Trunk Sewer - Phases III & IV.
 - Begin Final Design Feb., 2003
 - Complete Final Design Nov., 2003
 - Begin Construction Jan., 2004
- 10.2 Beals Slough Relief Trunk Sewer - Phases I & II.
 - Begin Preliminary Design - Phases I & II Feb., 2003
 - Complete Preliminary Design June, 2003
 - Complete Final Design - Phase I Nov., 2003
 - Begin Construction - Phase I Jan., 2004

11 PROPOSAL CONTENTS AND EVALUATION CRITERIA

- 11.1 Describe and outline the **Firm's Approach** to performing the work required by this project. Include implementation plan describing project phases, key work elements to meet critical project dates, and a recommended schedule of meetings to provide for timely input by City project team. Please refrain from repeating the RFP.
- 11.2 Outline the **Proposed Project Schedule** to meet the project schedules previously outlined in the RFP. Provisions for meaningful input from City project team during the routing and preliminary and final design phases of various portions of the project are essential and shall be addressed.
- 11.3 Delineate the Project Team and Organization for this project.
 - 11.3.1 Include names of key individuals to be assigned to, and work directly on, the project.
 - 11.3.2 Describe specific areas and limits of responsibilities for each of the team members and proposed sub-consultants to be utilized.
 - 11.2.3 Include a project team organizational chart showing lines of responsibility and extent of involvement for sub-consultants. Include resumes for project team members, key individuals, and sub-consultants.
- 11.4 Describe the Ability of the Firm to Meet the Intent of Required Services Outlined in this RFP, including:
 - 11.4.1 Time availability of team members to meet the tentative project schedule.
 - 11.4.2 Quality Assurance and Quality Control (QA/QC) review procedures to be utilized on this project.
 - 11.4.3 Cost estimating and cost control procedures used by firm on similar projects.
 - 11.4.4 A statement of general qualifications and background experience of the firm and project team members, including sub-consultants in this type of project and work.
 - 11.4.5 A statement of general qualification and background experience of the firm and project team members, including sub-consultants in this type of project and work. A comparison to similar projects of similar size and capacity.
 - 11.4.6 Listing of types of anticipated assistance that may be required from Owner.
 - 11.4.7 A brief list of contacts of former clients (to include contact person, title, and telephone number) for which your firm was engaged with the past five (5) years to perform similar services as described herein.
 - 11.4.8 Please limit the submitted proposal to less than twenty-five (25) pages, excluding resumes.

12 ESTIMATED FEES.

- 12.1 Submit your firm's estimate of the proposed fees for services outlined in this RFP on the form attached to this RFP.
- 12.2 Submit one copy of the estimated fees in a separate sealed envelope clearly marked with the firm's name and Project Title noted above.

13. EVALUATION CRITERIA

- 13.1 Understanding of the requirements of this project.
- 13.2 Relevance and suitability of the project approach and schedule to meet the needs of the City.
- 13.3 Qualifications and expertise of the key personnel to be assigned to this project.
- 13.4 Background experience of the firm and the project team as it directly relates to this project.
- 13.5 Record of past performance on similar projects.
- 13.6 Comments and opinions provided by references.
- 13.7 Quality and cost control procedures to be used on this project. Identify personnel responsible for these controls.
- 13.8 Resources of the firm to conduct and complete this project in a satisfactory manner. Factors to be considered include: current work load (including current work with the City); schedule for completion; and, ability and willingness to commit the key personnel to complete the projects by the scheduled dates outlined in this RFP.

- 13.9 Clarity, conciseness, and organization of proposal.
- 13.10 NOTE: Proposals will be reviewed, evaluated and ranked (e.g.: 1,2,3) in accordance with the City's selection process and procedure.

14. SUBMITTAL PROCEDURES

- 14.1 Submit six (6) copies of your proposal and detailed cost information (spreadsheet format) to the office of the Purchasing Agent, located at Suite 200, K Street Complex, 440 South 8 Street, Lincoln, Nebraska, 68508, **no later than the date and time stated in the Request for Proposals.**

15. CONTACTS

- 15.1 Contact regarding the development of a proposal shall be made only with the Project Selection Committee Chair, Mr. Gary Brandt, Utilities Coordinator, Lincoln Wastewater System at: voice: 402-441-7968, or fax: 402-441-8735.
- 15.2 Any follow-up conversations with City project team will be directed by the Chair, if appropriate.
- 15.3 Any addends to written questions or clarifications directed to the Chair will be sent out by the City's Purchasing Division.

PROPOSAL
SPECIFICATION NO. 03-020
OPENING TIME: 12:00 NOON
DATE: JANUARY 29, 2003

The undersigned **SUBMITTER**, having full knowledge of the requirements of the City of Lincoln for the below listed items and the contract documents (which includes Request for Proposals), Instructions, this Proposal, Specifications, Contract, and any and all addenda) and all other conditions of the Proposal, agrees to enter into a contract with the City for the below listed items for the performance of this Specification, complete in every respect, in strict accordance with the contract documents at and for fees listed below.

THE REQUIREMENTS FOR:
PROFESSIONAL ENGINEERING DESIGN SERVICES

PROJECT

ESTIMATED FEE'S

BEALS SLOUGH RELIEF TRUNK SEWER

(City Project No's 700925 & 700926)

Preliminary Design Services - Phases I & II

Final Design Services - Phase I Only

Total Fee

\$ _____

\$ _____

\$ _____

SALT VALLEY RELIEF TRUNK SEWER

Final Design Services -Phases III b. & IV

\$ _____

Notes: 1. Submitters may provide Estimated Fees for either one or both of the proposed projects noted above.

The undersigned signatory for the firm represents and warrants that he/she has full and complete authority to submit this proposal to the City, and to enter into a contract if this proposal is accepted.

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NOTE:

RETURN SIX (6) COPIES OF YOUR RESPONSE TO THIS RFP AND
SUPPORTING MATERIALS AND ONE (1) FEE PROPOSAL IN A SEPARATE ENVELOPE.
MARK OUTSIDE OF ENVELOPE AS FOLLOWS:

SEALED PROPOSAL FOR SPECIFICATION NO. 03-020

=====

Company Name

By (Signature)

Street Address or P.O. Box

By (Print Name)

City, State, Zip Code

Title

Telephone

Date